



**McHENRY COUNTY
SHERIFF'S MERIT COMMISSION**
McHenry County Government Center
2200 North Seminary Avenue
Woodstock, IL 60098

LATERAL TRANSFER GUIDELINES

Lateral transfer applicants must meet the following guidelines to be considered for placement on the eligibility list:

1. Currently employed as a full-time law enforcement officer in a sheriff's department, police department, or other law enforcement agency or terminated or laid off for economic reasons within one (1) year preceding the receipt of application by the McHenry County Merit Commission; and
2. Present proof of having completed training that complies with the Illinois Law Enforcement Training Standards Boards minimum standards for certification as a full-time law enforcement officer the definition of which includes, but is not limited to, the authority to make arrest and carry firearms; and
3. Have completed the required probationary period for the agency at which certification was required.

Applicants must submit:

- ☐ Completed Sheriff's Department application
- ☐ Lateral Transfer Supplemental application
- ☐ State Certification
- ☐ Certificate/Diploma from training academy

Copies of (as applicable):

- ☐ Valid drivers' license
- ☐ Birth certificate
- ☐ DD-214
- ☐ High school/GED diploma and transcripts
- ☐ College diploma and transcripts.

Application materials should be submitted to:

Holly Eddy
McHenry County Merit Commission
2200 North Seminary Avenue
Woodstock, IL 60098
Telephone (815) 334-4219
Fax (815) 334-4648
E-mail haeddy@co.mchenry.il.us